

**Fig. 1**



**Reports**

Incidents Home My Mailbox Incident Search Write Incident Report Environmental Manage IR

**New Incident Report**

**Buildings:**

**System:**

**Location:**

**Originator:**

**Incident Time Data**  
**Start Date**  **End Date**

**End Time**

**Description:**

**Action Taken:**

**Describe any Release:**

Fig. 3

| Incident Time Data  |               | Start Time | End Date | End Time |
|---|---------------|------------|----------|----------|
| Start Date  |               |            |          |          |
|   |               |            |          |          |
| Description:  |               |            |          |          |
| Action Taken:   |               |            |          |          |
| Describe any Release:   |               |            |          |          |
| Recommendations / Suggestions:                                      |               |            |          |          |
| Please complete any pertinent information in the following section: |               |            |          |          |
| Affected Areas  |               |            |          |          |
| Area  |               |            |          |          |
| Monitored Readings  |               |            |          |          |
| Method Used   | Time Observed | Amount     | By       |          |
|   |               |            |          |          |

Fig. 4

Please complete any pertinent information in the following section:

|  |                      |
|--|----------------------|
| Affected Areas                               |                      |
| Area   | <input type="text"/> |
| Monitored Readings                           |                      |
| Method Used                                  | <input type="text"/> |
| Time Observed                                | <input type="text"/> |
| Amount                                       | <input type="text"/> |
| BY   | <input type="text"/> |
| Hazmat Materials                             | <input type="text"/> |
| Materials Used                               | <input type="text"/> |
| Amount                                       | <input type="text"/> |
| Restocked                                    | <input type="text"/> |
| Hazmat Equipment                             | <input type="text"/> |
| Equipment Used                               | <input type="text"/> |
| Amount                                       | <input type="text"/> |
| Back in Service?                             | <input type="text"/> |
| Hazmat Responders Involved                   | <input type="text"/> |
| Responder                                    | <input type="text"/> |
| <input type="button" value="Submit Report"/> |                      |

Fig. 5

| ASPPOLIS                         |  |                 |                 |
|----------------------------------|--|-----------------|-----------------|
| Incidents Home                   |  | My Mailbox      | Incident Search |
| Write Incident Report            |  | Environmental   | Manage TR       |
| <b>Incident Report 200101058</b> |  |                 |                 |
| <b>Originator Submitted Data</b> |  |                 |                 |
| <b>Originator</b>                |  |                 |                 |
| <b>Location</b>                  |  |                 |                 |
| <b>Building</b>                  | 62   |                 |                 |
| <b>System</b>                    | Unknown  |                 |                 |
| <b>Description:</b>              | B62 ICW TANK WENT LOW LEVEL ICW SUPPLY PUMPS SHUT DOWN   |                 |                 |
| <b>Action Taken:</b>             | ICW supply automatically switched to city water feed when pumps shutdown. Also received alarm and clears for low make up flows on B62 and sulfuric scrubbers, B60 1st and 3rd floor rotolones, and B65 house vac and rotolone. Opened up bag filter outlet valve to increase flow to ICW tank (valve was throttled about 50%). ICW tank level came back and restarted supply pumps. On call Environmental notified via e-mail. |                 |                 |
| <b>Incident Severity:</b>        | X  |                 |                 |
| <b>Incident Time Data</b>        |  |                 |                 |
| <b>Start Date</b>                | <b>Start Time</b>  | <b>End Date</b> | <b>End Time</b> |
| 1/5/2001                         | 0236   | 1/5/2001        | 0400            |
| <b>Areas Affected</b>            |  |                 |                 |
| (No Affected Area Data)          |  |                 |                 |
| <b>Monitored Readings</b>        |  |                 |                 |
| (No Monitoring Data)             |  |                 |                 |
| <b>Action Items</b>              |  |                 |                 |
| <b>Item</b>                      | <b>Description</b>   |                 |                 |
|                                  | Review sequence of auto switchover and ensure ICW supply switches over before pumps  |                 |                 |

Fig. 6

Title: METHOD AND SYSTEM FOR REPORTING, ASSIGNING, AND  
RACKING FACILITIES INCIDENT REPORT

Inventor(s): Carlson, et al.

Application No:


Atty Dkt No: 39035/236628

207710 15244007

| Item   | Description   | Assigned To      | Date Due                   | Action Item | Action Taken |
|--|---|------------------|----------------------------|-------------|--------------|
| 1  | Review sequence of auto switchover and ensure ICW supply switches over before pumps shutdown. |                  | 1/8/2001                   | 1           |              |
| <p><b>Assignments</b></p> <p>I reviewed this problem with Jim as well as his perspective on a solution. Jim will be the primary lead in solving this problem and I will keep myself abreast of his progress.</p>   |   |                  |                            |             |              |
| <p><b>Recommendations</b></p> <p><b>Recommendation</b></p> <p>Review sequence of auto switchover and ensure KW supply switches over before pumps shutdown.</p> <p>Review sequence of auto switchover and ensure KW supply switches over before pumps shutdown.</p> |   |                  |                            |             |              |
| <p><b>Incidents Status</b></p> <p>Status =Awaiting Corrective Action</p>   |   |                  |                            |             |              |
| <b>Routing Level</b>   | <b>Name</b>   | <b>Signature</b> | <b>Comments/Revisions</b>  |             |              |
| Corrective Action  |   | by1653           | Review sequence with well. |             |              |
| Corrective Action  |   | rl4942           |                            |             |              |
| Environmental Classification   |   | cy2541           |                            |             |              |
| I would like to print the Incident Report.   |   |                  |                            |             |              |

Print

Fig. 7

**Incident Reports**

Incidents Home | My Mailbox | Incident Search | Write Incident Report | Environmental | Manage It's

Homepage | Office | Operations | Engineering | Maintenance | Facilities | Project Link

**Facilities**

Find Incident Report Query

Incident #

Problem Keyword

Status

Originator Badge #

Location:

System:

Building:

Incident dates from  through

Fig. 8

| Incident Reports |                     | Facilities        |  |                            |                       |
|------------------|---------------------|-------------------|--|----------------------------|-----------------------|
| Incidents Home   |                     | By Mailbox        | Incident Search  | Write Incident Report      | Environmental         |
|                  |                     |                   |  | Manage IRs                 |                       |
|                  |                     |                   |  |                            | Home Page             |
|                  |                     |                   |  |                            | FMCS                  |
|                  |                     |                   |  |                            | Operations            |
|                  |                     |                   |  |                            | Engineering           |
|                  |                     |                   |  |                            | Maintenance           |
|                  |                     |                   |  |                            | Facilities Prime Link |
| Query Results    |                     |                   |  |                            |                       |
| Incident #       | Incident Start Date | Incident End Date | Description  | Status                     | Print                 |
| 20010105A        | 1/5/2001            | 1/5/2001          | B15 CSU SHUT DOWN FOR LOW N2 PRESSURE  | Awaiting Corrective Action | Print Report          |
| 20010105B        | 1/5/2001            | 1/5/2001          | B62 ICW TANK WENT LOW LEVEL ICW SUPPLY PUMPS SHUT DOWN   | Awaiting Corrective Action | Print Report          |
| 20010105F        | 1/5/2001            | 1/5/2001          | UNABLE TO COMPLETE CYLINDER CHANGE ON 6901a CVD. Completed first purge, and cylinder change. Cannot complete second purge, it keeps faulting out for leak detected.  | Awaiting Corrective Action | Print Report          |
| 20010105G        | 1/5/2001            | 1/6/2001          | LOST COMMUNICATION TO CHANNELS 1 AND 2 ON 2120 SYSTEM SIMPLEX. Lost alarms from B50 R30 & 31, 41 B44, 47, 48 and most of B40. Plus Pond #1 & #2 discharge. No auto dialer for fire alarms. No perimeter lights or parking lot lights for B40. Simplex rebooted; various alarms checked; back on line with ADT at 2013 hours. On Sat 010601. Informed all personnel on D and B shift of restored service. | Awaiting Corrective Action | Print Report          |
| 20010106A        | 1/6/2001            | 1/6/2001          | EMPLOYEE WAS STUCK INSIDE ELEVATOR #3. He was going from the 1st floor to the 2nd floor.   | Awaiting Corrective Action | Print Report          |
| 20010107E        | 1/7/2001            | 1/7/2001          | 1930 While doing rounds found Larox stuck in Plate lock closing step.  | Awaiting Corrective Action | Print Report          |
|                  |                     |                   |  | Awaiting                   |                       |

Fig. 9

Incident Reports

Facilities

Incidents Home

My Mailbox

Incident Search

Write Incident Report

Environmental

Manage It's

Home Page

FAQ

Operations

Engineering

Malfunctions

Facilities Home

Delegate:

Submit Incident

Remove All Standards


No Incident Reports are awaiting your action.

these are the current Incidents are awaiting

Awaiting Facilities Manager Approval

| Incident # | Originator | Description  |
|------------|------------|--|
| 20010912B  |            | While final clean was RCing clean line 21, once again the smell from the ammonia traveled through the trench in subsystem 2 and into the lab generating a smell complaint. |
| 20010912C  |            | At 1633 found bldg. 15 acid scrubber in alarm for low recirc flow. Alarm had been active since 1603.   |

Fig. 10



# Incident Reports

[Incidents Home](#) [My Mailbox](#) [Incident Search](#) [Write Incident Report](#) [Environmental](#) [Manage IR's](#)

[HomePages](#) [FAQ's](#) [Coaching](#) [Engineering](#) [Maintenance](#) [Facilities Primer Links](#)

## Facilities

Update / Edit IR

Overdue Assignments

Open Assignments

Manage Due Dates

20010917A

Awaiting Corrective Action

20010917B

Awaiting Corrective Action

20010917C

Awaiting Corrective Action

20010917D

Awaiting Corrective Action

20010917E

Awaiting Supervisor Approval

20010917F

Awaiting Corrective Action

20010917G

Awaiting Corrective Action

PREVIOUS DAY

NEXT DAY

These are the currently approved Incident Reports for Monday, September 17, 2001

Note: that Incidents are not generally viewable until after Manager Approval.

Fig. 11

Incident Reports

[Home](#)
[My Mailbox](#)
[Incident Search](#)
[Write Incident Report](#)
[Environmental](#)
[Maintenance](#)
[Facilities Print Index](#)

Facilities

[Update / Edit IR](#)
[Today's Incidents](#)
[Open Assignments](#)
[Manage Due Dates](#)

## There are the currently 32 overdue Incident A


Filter Overdue Assignments by  Filter

| Incident # | Assigned To | Due Date  | Action Item   |
|------------|-------------|-----------|---|
| 20010831A  |             | 1/1/1900  | instruct employees to initiate an incident report for all instances of environmental equipment failing to meet permitted conditions                                 |
| 20010817D  |             | 1/1/1900  | review incident with employees - remind them of the need to follow all traffic safety procedures and to be extra vigilant when operating golf carts and/or bicycles |
| 20010817D  |             | 1/1/1900  | review incident with employees - remind them of the need to follow all traffic safety procedures and to be extra vigilant when operating golf carts and/or bicycles |
| 20010817D  |             | 1/1/1900  | review incident with employees - remind them of the need to follow all traffic safety procedures and to be extra vigilant when operating golf carts and/or bicycles |
| 20010903H  |             | 1/1/1900  | Review start-up procedures (FAC OPS monitor tags on system)   |
| 20010903H  |             | 1/1/1900  | Review start-up procedures (FAC OPS monitor tags on system)   |
| 20010913C  |             | 1/1/1900  | Monitor area for additional incidents.  |
| 20010905B  |             | 9/12/2001 | modify pcw alarms for re-arming feature.  |
| 20010905B  |             | 9/12/2001 | repair pressure / flow problem  |
| 20010911B  |             | 9/12/2001 | Investigate cause - repair  |
| 20010905B  |             | 9/12/2001 | modify pcw alarms for re-arming feature   |

Fig. 12

20770" 6E24400T

Title: METHOD AND SYSTEM FOR REPORTING, ASSIGNING, AND TRACKING FACILITIES INCIDENT REPORT  
Inventor(s): Carlson, et al.  
Application No:  
Atty Dkt No: 39035/236628

**Incident Reports**

Incident Home | My Mailbox | Incident Search | Write Incident Report | Environmental | Manage IR's

Homepage | FMS | Operations | Engineering | Maintenance | Facilities | Prime Links

**Facilities**

**There are the currently 108 incomplete Incident Assignment(s).**

Filter Incomplete Assignments by

| Incident # | Assigned To | Due Date  | Action Item | Description   |
|------------|-------------|-----------|-------------|---|
| 20010903H  |             | 1/1/1900  | 2           | Review start-up procedures (FAC OPS monitor tags on system)   |
| 20010903H  |             | 1/1/1900  | 2           | Review start-up procedures (FAC OPS monitor tags on system)   |
| 20010831A  |             | 1/1/1900  | 3           | Instruct employees to initiate an incident report for all instances of environmental equipment failing to meet permitted conditions.                                |
| 20010913C  |             | 1/1/1900  | 1           | Monitor area for additional incidents.  |
| 20010817D  |             | 1/1/1900  | 1           | Review incident with employees - remind them of the need to follow all traffic safety procedures and to be extra vigilant when operating golf carts and/or bicycles |
| 20010817D  |             | 1/1/1900  | 1           | Review incident with employees - remind them of the need to follow all traffic safety procedures and to be extra vigilant when operating golf carts and/or bicycles |
| 20010817D  |             | 1/1/1900  | 1           | Review incident with employees - remind them of the need to follow all traffic safety procedures and to be extra vigilant when operating golf carts and/or bicycles |
| 20010911B  |             | 9/12/2001 | 1           | Investigate cause - repair  |

Fig. 13